

**IN THE UNITED STATES DISTRICT COURT FOR
THE SOUTHERN DISTRICT OF ALABAMA**

**NOTICE TO ALL ATTORNEYS PRACTICING
BEFORE THIS COURT**

At the direction of the Court in all cases which will be tried before Judge W. B. Hand the following courtroom procedure will prevail:

COURTROOM PROCEDURE

1. The time fixed for opening of Court and all recesses shall be strictly adhered to.
2. The Court will follow the custom that counsel stand at all times when addressing the Court or a witness, otherwise counsel will remain seated at counsel table. When interrogating a witness, counsel shall not approach the stand except with leave of Court and then only for the purpose of interrogating the witness relative to an exhibit.
3. Anytime counsel has requested leave to approach the bench for a side bar conference with the Court, opposing counsel must be invited to accompany him and the Court Reporter must be present. All such conferences shall be recorded unless the Court otherwise indicates.
4. In civil cases where more than one lawyer represents a party, only the attorney who will interrogate the witness shall be permitted to make objections. All such objections shall be addressed to the Court and counsel shall not engage in argument with opposing counsel.
5. When counsel interrogates a witness he shall not repeat, echo or restate the answer of the witness's answer.

6. When more than one lawyer represents a party, co-counsel will not be permitted to leave the Courtroom during the interrogation of a witness, without leave of the Court.

7. When qualifying a jury and at all times during closing argument and while the jury is being charged, no one will be permitted to enter or leave the Courtroom. At all other times, the coming and going from the Courtroom will be held to a minimum so as not to distract the jury, the witness or counsel while the case is in progress.

8. In a jury trial when the "rule" has been invoked, the following instructions shall be strictly followed: Witness shall not discuss the case or their testimony with anyone except counsel, and then only on an individual basis and while not in the presence of other witnesses. No one, including counsel, shall discuss with a witness who has not testified, another witness's testimony by referring to that witness by name.

9. At the beginning of trial, counsel shall furnish in writing to the Clerk a list, in order, of the witnesses he will call to testify.

Dated: October 7, 1971

/s/
UNITED STATES SENIOR DISTRICT JUDGE
W. B. HAND